



# **NORTH FORK RANCHERIA OF MONO INDIANS OF CALIFORNIA**

## **SPECIAL COUNCIL MEETING**

### **Meeting Minutes**

#### **I. Call to Order**

**Tribal Chairperson Elaine Fink**, called to order the special meeting of the North Fork Rancheria at 10:01 a.m. on July 10, 2019 in North Fork, CA.

#### **II. Moment of Silent Prayer**

A moment of Silent Prayer was observed.

#### **III. Roll Call**

Tribal Secretary, Katrina Guitierrez conducted a roll call. The following Council members were present: Elaine Fink, Katrina Guitierrez, Maryann McGovran and Jacquie Van Huss. Fred Beihn was absent (meeting)

#### Staff present:

Teri Haggard – CFO

Elisa Bendz – IT Director

David Falls – TANF Director

Christina McDonald – EPD Director

#### **IV. Approval of Meeting Agenda**

*Council Member Van Huss motioned to approve the meeting agenda with the following additions and changes: VI- 2- Fraudulent Credit Card charges; 4-b-monthly meeting agenda/snacks; and renumber all items under IX – Mail/Travel/Calendars 1-6. Treasurer McGovran seconded. Mc 4/0/0*

#### **V. Approval of previous meeting minutes**

*Council Member Van Huss motioned to approve the special meeting minutes from July 02, 2019. Secretary Guitierrez seconded. Mc 3/0/1 with Treasurer McGovran abstaining.*

#### **VI. New Business**

##### **1. *Elisa Bendz – IT Director***

##### **a. Enhanced Tribal I.D. Cards**

Tribal Council reviewed the sample cards of the enhanced I.D. cards. Ms. Bendz reported that the vendor is bringing all the security features together and once that is done, the cards will then be sent to Homeland Security; Custom and Boarder Protection.

Ms. Bendz also reported that she will be sending the final design for final approval by Tribal Council. The printer will then be ordered and a update will be given at the General Council meeting in September.

Once the design process is finalized, then a timeline will be developed for each additional step. Council Member Van Huss inquired about having an additional intake site at the TANF Clovis office. Ms. Bendz will look into that and get back to Tribal Council.

On a side note, Tribal Council agreed for Christina McDonald will be in charge of a lap top for the Constitution Workgroup. Tribal Council also agreed for all the Workgroup members to sign the computer policy.

b. Heating and Air Conditioner Responsibilities

Ms. Bendz requested to relinquish the job duties of handling the keys and the maintenance of all heating and air conditioning malfunctions. After discussion, Tribal Council agreed for all directors to be responsible for their own buildings and that Human Resource will be in charge of all keys. Chairperson Fink will send an email reflecting these changes and to also have the Directors make sure that any employee that has keys, must have a signed key form in their personnel file.

**2. Treasurer McGovran**

a. Citizen Request

Treasurer McGovran reported that she received an email from Tribal Citizen, Yvonne Stark regarding a request to get an elder bag. After discussion, Tribal Council agreed to send her a bag but to first check with Gary Nicholes prior to sending to see if she received one already.

b. Sheriff list of known offenders

Treasurer McGovran requested to ask Madera County Sheriff Varney for a list of all offenders of the local area. After discussion, Tribal Council agreed for Treasurer McGovran to contact Sheriff Varney for a meeting. Council Member Van Huss suggested that an MOU should be drafted for shared information.

c. Fraudulent Credit Card Charges

Mrs. Haggard reported that the large credit card has been recently hit with some fraudulent charges. After verifying where the charges are charged for, Mrs. Haggard reported that this card has been shut down. Mrs. Haggard is concerned about having to keep this card or if other credit cards should be looked into to use instead of the current one that is used. The large credit card - \$50,000.00 – Just received the new cards at the first of the year.

A discussion was held regarding the pros and cons of having a normal credit card from a local bank instead of the GSA Credit Card. Mrs. Haggard will look into getting a Corporate account from Premier Valley Bank. Treasurer McGovran suggested to send a letter to U.S. Bank stating that we are not happy with their service and that it needs to be handled. Mrs. Haggard will draft a letter and send to Tribal Council for approval.

**3. Christina McDonald – EPD Director**

a. ARPA – Myers letter

Ms. McDonald will revise the last part of the letter to reflect the change of having the individual being banned from the National Park Service, United States Forest Service, Bureau of Land Management U.S. Army Corps of Engineers and send to Tribal Council for final approval.

- b. North Fork Recycling  
Tribal Council agreed to meet with Keith Horton on July 17, 2019.
- c. Tribal EPA Annual Conference  
*Secretary Guitierrez motioned for Chairperson Fink to attend the EPA Conference. Council Member Van Huss seconded. Mc 4/0/0*
- d. Cultural Committee  
By consensus, Tribal Council approved the flyer for a youth position on the committee.
- e. Emergency response  
Ms. McDonald and Mr. Nicholes will start to send weekly emails amongst staff for those that would like to volunteer for an emergency.
- f. Environmental Committee  
No letter of interest has been received.
- g. NFR Crisis Communication  
*Council Member Van Huss motioned to approve the Emergency Crisis plan. Treasurer McGovran seconded. Mc 4/0/0*  
Ms. McDonald reported that upon activation, the Tribe will have to have a Public Information Officer.
- h. Pubic Coffee House Request  
A request was made by the Manager at the Public Coffee House to hold a Farmer's Market in August, with the possibility to do it every Saturday, at the Administration parking lot. By consensus, Tribal Council approved.
- i. Red Cross Contacts  
*Council Member Van Huss to have Treasurer McGovran and Vice-Chairperson Beihn to be the Tribe's 24-hour contact with Treasurer McGovran being the first contact. Secretary Guitierrez seconded. Mc 4/0/0*

#### **4. Secretary Guitierrez**

- a. Rescind Resolution No. 19-52 – American Indian Education Grant submittal  
*Council Member Van Huss motioned to rescind to Resolution No. 19-52 since we did not submit the request. Treasurer McGovran seconded. Mc 4/0/0*
- b. Monthly Meeting agenda/ snacks  
*Council Member Van Huss motioned to supply for the monthly meetings some type of snacks and foods not to exceed \$100.00 to come out of the general fund. Secretary Guitierrez seconded. Mc 4/0/0*  
Assistant CAO, Gary Nicholes will arrange  
Tribal Council approved the agenda for July 23, 2019.

#### **5. David Falls – TANF Director**

- a. Pathways to Education proposal  
This item was tabled until more information is gathered.

- b. Acknowledgement form for Rock Wall  
This item was tabled until more information is gathered.
- c. CDSS County Letter – 50% unemployment rate  
A discussion was held regarding the definition of “Indian Country”. Is it the whole Madera County or just the North Fork area? This item was tabled until the next meeting.
- d. Coastal TANF Client request  
A request was made by a client to receive cultural services. Tribal Council agreed to have the case manager look into local coastal tribes so the client can get into contact with them for cultural services.

A discussion was held regarding the paperwork process for events and that it should only be one time per year and if they have filled out the paperwork before, then they don’t have to fill out again. Mr. Falls will do a training regarding the process of the paperwork.

## **VII. Unfinished Business**

### **1. *Secretary Guitierrez***

- a. 5-10-year plan – meeting date  
Meeting will be on July 22, 2019 – 10:00 a.m.
- b. California Indian Legal Services Meeting request  
Tribal Council agreed to meet with CILS on August 20, 2019.

### **2. *Treasurer McGovran***

- a. Action Forms  
By consensus, Tribal Council agreed for action forms to be used for every action that is made at a meeting.
- b. Staff Safety Meeting  
This item was taken care of during EPD’s items.  
Council Member Van Huss requested to Chairperson Fink to send Assistant CAO’s list to the rest of Council.

*Council Member Van Huss motioned to go into executive session @ 12:45 p.m. Treasurer McGovran seconded. Mc 4/0/0*

## **VIII. Executive Session**

### **1. *David Falls – TANF Director***

- a. TANF Case  
A discussion was held regarding a case.  
*Council Member Van Huss motioned it is an administrative error and someone needs to be reprimanded and pay \$11,640.53 to come out of the general fund. Secretary Guitierrez seconded. Mc 4/0/0*

*Council Member Van Huss motioned to terminate TANF Director on Friday July 12, 2019 @ 5:00 p.m. Treasurer McGovran seconded. Mc 4/0/0*



*Treasurer McGovran motioned to go into contract with GNB Consulting not to exceed \$75,000.00. Council Member Van Huss seconded. Mc 4/0/0*

*Secretary Guitierrez motioned to come out of executive session #1 @ 1:55 p.m. Treasurer McGovran seconded. Mc 4/0/0*

*Council Member Van Huss motioned to go into executive session #2 @ 2:50 p.m. Secretary Guitierrez seconded. Mc 4/0/0*

**2. Personnel**

A personnel issue was discussed.

**3. Citizen**

After a discussion and reviewing of the Enrollment Statute, the following motion was made:

*Council Member Van Huss motioned to indefinitely suspend Robert Moye Jr. immediately under Enrollment Statute – Section 5.05 – (a) 2 – “Harassment “and (c) 4 – indefinite suspension. Treasurer McGovran seconded. Mc 3/1/0*

*Secretary Guitierrez motioned to come out of executive session #2 @ 4:49 p.m. Council Member Van Huss seconded. Mc 4/0/0*

**IX. Mail / Travel**

1. **Tule Golf Tournament** – 8/9/19 – Tribal Council denied to participate.
  2. **Lifetime Achievement Awards** – 8/15/19 – 6:00 p.m. – Table of 8.
  3. **NAFOA Membership** dues – This item was tabled until further clarification of justification can be made for continuing membership.
  4. **WEWINN** – registration
- Council Member Van Huss reported that she can't go so an extra registration is available, which may be taken by a tribal citizen. (FYI)

**X. Next Meeting**

July 17, 2019 – 9:00 a.m.

**XI. Adjournment**

*Council Member Van Huss motioned to adjourn @ 4:50 p.m. Treasurer McGovran seconded. Mc 4/0/0*

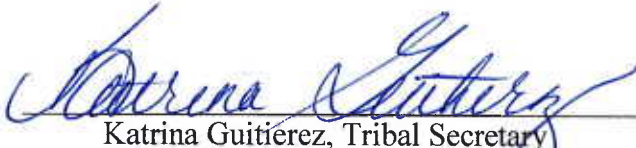
Minutes submitted by: **Katrina Guitierrez** – 07/15/19



## COUNCIL APPROVAL

At a meeting of the Tribal Council of the North Fork Rancheria, call and convened on the 17<sup>th</sup> day of **July**, **2019**, at which a legal quorum was present, these minutes were approved as presented by a vote of **4 For 0** Against **1** Abstaining.

DATED this 18<sup>th</sup> day of **July** , 2019.

  
Katrina Guitierrez, Tribal Secretary

  
Judy E. Fink, Tribal Chairperson